

FINANCIAL INFORMATION

Normal Public Construction Costs in the Applicant's Area

For projects with new construction only (i.e., constructing a totally new library building or the expansion to an existing building)

Construction Cost Index Approach:

To justify the eligible projected construction cost estimate for new construction, applicants shall complete the following:

1) January 2002 current costs per square foot:

- A. For new facilities: \$202 /SF
B. For square footage added to an existing building, i.e. "expansions": \$238 /SF

Multiply the appropriate County Locality Adjustment Factor (2B) by the appropriate new cost per square foot figure (2C) (See section 20436 (c) (1) to obtain the "Locally Adjusted Construction Cost per Square Foot" figure (2D):

2) A. County: > N/A County Locality B. Adjustment Factor: > _____ X C. New Cost/SF: > \$0 /SF = D. > \$ _____/SF
(Select: 1A or 1B)
Name of Project County

[Example: Solano 1.07 X \$202/SF = \$216/SF]

3) A. Locally Adjusted Construction Cost Per Square Foot: > \$ _____ / SF
(Re-enter Line 2D)

The "Locally Adjusted Construction Cost per Square Foot" (3A) figure may be increased by 1/5 percent per month for each month from January 1, 2002, through to the estimated mid-point of construction of the project.

Multiply the number of months (4A) times .002 (1/5%) to get an inflation factor (4B). Multiply the inflation factor (4B) times the "Locally Adjusted Construction Cost per Square Foot" figure (4C) to get an "Additional Cost per Square Foot" figure (4D):

4) A. Number of Months: > _____ X .002 = B. Inflation Factor : > _____ X C. Locally Adjusted Construction \$/SF: > \$ _____ /SF = D. Additional \$/SF
(1/5%) (Re-enter 3A)

[Example: 14 X .002 = .028 X \$216/SF = \$6/SF]

Add the resulting "Additional Cost per Square Foot" figure (5A) to the "Locally Adjusted Construction Cost per Square Foot" figure (5B) to get the "Eligible Projected Construction Cost per Square Foot" figure (5C):

5) A. Additional Cost/SF: > \$ _____ /SF + B. Locally Adjusted Construction \$/SF: > \$ _____ /SF = C. Eligible Projected Construction \$/SF: > \$ _____ /SF
(Re-enter 4D) (Re-enter 4C)

[Example: \$6/SF + \$216/SF = \$222/SF]

The total "Eligible Projected Construction Cost" for the project is calculated by multiplying the "Eligible Projected Construction Cost per Square Foot" figure (5C) by the total number of square feet of new construction:

6) The Eligible Projected Construction \$/SF: > \$ _____ /SF
Multiplied By (Re-enter 5C)
7) The Square Footage of New Construction: > _____ SF
Equals
8) The Eligible Projected Construction Cost: > \$ _____

If the projected construction cost estimated by the project architect is lower than the figure in Line 8, the applicant shall use the lower figure as the normal public construction cost in the applicant's area.

A 10% project contingency amount is allowed and is calculated by multiplying the total Eligible Projected Construction Cost by 10%:

9) Eligible Contingency: (10% of Line 8) > \$ _____

Comparable Public Construction Approach:

As an alternate to the Construction Cost Index approach to estimating normal construction costs in the applicant's area, the applicant may employ a local public construction cost comparison approach to calculate the Eligible Projected Construction Cost figure. [See section 20436 (c)(3)] List a minimum of three comparable public construction projects that have been bid within the applicant's County within three years of the Board's deadline for application.

Comparable public construction projects are public libraries, community colleges, post offices, museums, courthouses, city halls, auditoriums, convention centers, civic centers, senior citizen centers, public schools, and recreation centers.

The costs listed shall be for construction of the building only and exclusive of any site acquisition, demolition, development, utilities, or landscaping; surface and under building parking; works of art; shelving; furniture; built-in service desks, counters, workstations, or other casework; movable equipment; or architectural and engineering fees.

Project	Date Bid	Construction Cost/SF	Example:
A. > City of Agoura Hills Public Library	March 2000	\$ <u>225</u> /SF	\$230 / SF
B. > City of Westlake Village Public Library	August 2000	\$ <u>215</u> /SF	\$210 / SF
C. > Woodland Hills LA Branch Library	January 2001	\$ <u>276</u> /SF	\$220 / SF
D. >		\$ ____ /SF	
E. TOTAL		> \$ <u>716</u> /SF	\$660 / SF

10) Locally Determined Comparable Cost Per Square Foot (\$/SF):

> \$ 716 /SF Divided by > 3 = > \$ 239 /SF
 Re-enter Line E # of Projects Locally Determined Comparable Cost per Square Foot

Example: \$660/SF Divided by 3 = \$220/SF

The "Locally Determined Comparable Cost per Square Foot" (10) figure may be increased by 1/5 percent per month for each month from January 1, 2002, through to the estimated mid-point of construction of the project.

Multiply the number of months (11A) times .002 (1/5%) to get an inflation factor (11B). Multiply the inflation factor (11B) times the "Locally Determined Comparable Cost per Square Foot" figure (11C) to get the "Additional Cost per Square Foot" figure (11D):

11) A. Number of Months: > 39 X .002 = Inflation B. Factor: > .078 X Locally Determined C. Comparable \$/SF: > \$ 239 /SF = D. > \$ 19 /SF
 (1 / 5%) (Re-enter 10)

Example: 14 X .002 = .028 X \$220/SF = \$6/SF

Adding the resulting "Additional Cost per Square Foot" figure (12A) to the "Locally Determined Construction Cost per Square Foot" figure (12B) gives the "Eligible Projected Construction Cost per Square Foot" figure (12C):

12) A. Additional Cost/SF: > \$ 19 /SF + Locally Determined B. Construction \$/SF: > \$ 239 /SF = Eligible Projected C. Construction \$/SF: > \$ 258 /SF
 (Re-enter 11D) (Re-enter 11C)

Example: \$6/SF + \$220/SF = \$226/SF

The "Eligible Projected Construction Cost" is calculated by multiplying the "Eligible Projected Construction Cost per Square Foot" figure (12C) times the square footage of new construction:

13) The Eligible Projected Construction \$/SF: > \$ 258 /SF
 Multiplied By (Re-enter 12C)

14) The Square Footage of New Construction: > 23,332 SF
 Equals

15) The Eligible Projected Construction Cost: > \$ 6,020,000

If the projected construction cost estimated by the project architect is lower than the figure in Line 15, the applicant shall use the lower figure as the normal public construction cost in the applicant's area.

A 10% project contingency amount is allowed and is calculated by multiplying the total Eligible Projected Construction Cost by 10%:

16) Eligible Contingency: (10% of Line 15) > \$ 602,000

Library Project Budget (All projects except Multipurpose Projects)

If there are no costs in any line item below for the project, specify by putting a zero "0" in the blank provided.

Line Items:

	<u>Eligible</u>	<u>Ineligible</u>
1) New Construction.....>	\$	\$
2) Remodeling Construction.....>	\$	\$
3) Contingency.....>	\$	\$
4) Appraised Value of Building.....>	\$	\$
5) Appraised Value of Land.....>	\$	\$
6) Site Development.....>	\$	\$
7) Site Demolition.....>	\$	\$
8) Site Permits & Fees.....>	\$	\$
9) Site Option to Purchase Agreement.....>	\$	\$
10) Furnishings & Equipment Costs.....>	\$	\$
11) Signage.....>	\$	\$
12) Architectural & Engineering Fees.....>	\$	\$
13) Construction Cost Estimator Fees.....>	\$	\$
14) Interior Designer Fees.....>	\$	\$
15) Geotechnical/Geohazard Reports.....>	\$	\$
16) Hazardous Materials Consultant Fees.....>	\$	\$
17) Energy Audit, Structural Engineering, Feasibility & ADA Studies.....>	\$	\$
18) Library Consultant Fee.....>	\$	\$
19) Construction/Project Management.....>	\$	\$
20) Other Professional Fees.....>	\$	\$
21) Local Project Administration Costs.....>	\$	\$
22) Works of Art>	\$	\$
23) Relocation Costs & Moving Costs.....>	\$	\$
24) Acquisition of Library Materials.....>	\$	\$
25) Other (Specify):>	\$	\$
26) Other (Specify):>	\$	\$
27) Other (Specify):>	\$	\$
28) TOTAL PROJECT COSTS:>	\$	\$

Sources of Project Revenue (All projects except Multipurpose Projects)

29) State Matching Funds (65% of Line 28 ¹ Eligible Costs)	>	\$
30) Local Matching Funds (Line 28 Eligible Costs minus Line 29)	>	\$
<i>[Must also equal the total of Lines 31 – 35]</i>		

Sources of Local Matching Funds:

31) City.....	>	\$
32) County.....	>	\$
33) Special District.....	>	\$
34) Private	>	\$
35) Other (Specify):	>	\$
36) Local Credits [Land ² and A&E Fees]	>	\$
37) Adjusted Local Match [Line 30 minus Line 36]	>	\$
38) Supplemental Local Funds [Same as Line 28 ineligible]	>	\$
39) TOTAL PROJECT INCOME: [Add Lines 29, 30, and 38]	>	\$

¹ Up to a maximum of \$20,000,000² Land credit is not allowed for land acquired by funds from the "Class Size Reduction Kindergarten-University Public Education Facilities Bond Act of 1998"
[See Education Code section 19995 (c) which references Part 68 (commencing with section 100400 of the Education Code)]**Projected Library Operating Budget**(New Public Libraries, including Conversion Projects except Multipurpose Projects)

EXPENDITURES		INITIAL START-UP EXPENSES	ANNUAL EXPENSES
1. Salaries/Benefits	>	\$	\$
2. Facilities Costs	>	\$	\$
Insurance			
Maintenance [Including Custodial, Trash, Landscaping, etc.]			
Security			
Utilities			
Other (Specify):			
3. Equipment & Supplies Costs	>	\$	\$
Equipment			
Supplies			
4. Materials	>	\$	\$
Books, AV, Magazines, & Newspapers			
Electronic Services & Subscriptions			
Other Formats			
5. Other Allocations (As applicable to the proposed project)	>	\$	\$
Administrative/Business Office			
Branch Operations			
Circulation Services			
Facilities & Capital Coordination			
Program Planning			
Technical Services			
Other (Specify):			
6. Miscellaneous (Other)	>	\$	\$
7. TOTAL EXPENDITURES:	>	\$	\$

Multipurpose Project Budget (With Library Project Budget) (Multipurpose Projects Only)

If there are no costs in any line item below for the project, specify by putting a zero "0" in the blank space provided.

Line Items:	A Library ¹ Dedicated Eligible	B Library Portion of Common Eligible	C Library Total Eligible	D Library Total Ineligible	E Other ² Total Ineligible
1. New Construction	\$6,020,000	\$0	\$6,020,000	\$207,544	\$2,988,045
2. Remodeling Construction	\$0	\$0	\$0	\$0	\$0
3. Contingency	\$602,000	\$0	\$602,000	\$0	\$298,805
4. Appraised Value of Building	\$0	\$0	\$0	\$0	\$0
5. Appraised Value of Land	\$972,700	\$0	\$972,700	\$0	\$397,300
6. Site Development	\$0	\$2,128,532	\$2,128,532	\$0	\$869,401
7. Site Demolition	\$0	\$0	\$0	\$0	\$0
8. Site Permits & Fees	\$83,448	\$0	\$83,448	\$0	\$34,085
9. Site Option Agreement	\$0	\$0	\$0	\$0	\$0
10. Furnishings & Equipment Costs	\$1,350,821	\$0	\$1,350,821	\$0	\$0
11. Signage	\$56,526	\$0	\$56,526	\$0	\$13,500
12. Architectural & Engineering Fees	\$767,501	\$0	\$767,501	\$0	\$287,346
13. Construction Cost Estimator Fees	\$24,850	\$0	\$24,850	\$0	\$10,150
14. Interior Designer Fees	\$81,650	\$0	\$81,650	\$0	\$33,350
15. Geotechnical/Geohazard Reports	\$39,050	\$0	\$39,050	\$0	\$15,950
16. Hazardous Materials Consultant Fees	\$0	\$0	\$0	\$0	\$0
17. Energy Audit, Structural, ADA, & Engineering Feasibility Studies	\$0	\$0	\$0	\$0	\$0
18. Library Consultant Fees	\$52,500	\$0	\$52,500	\$0	\$0
19. Construction/Project Management	\$351,750	\$0	\$351,750	\$0	\$143,673
20. Other Professional Fees	\$80,000	\$0	\$80,000	\$0	\$32,676
21. Local Project Administration Costs	\$0	\$0	\$0	\$0	\$0
22. Works of Art	\$0	\$0	\$0	\$56,007	\$22,876
23. Relocation Costs & Moving Costs	\$0	\$0	\$0	\$16,500	\$0
24. Acquisition of Library Materials	\$0	\$0	\$0	\$520,000	\$0
25. Other (Specify): _____	\$0	\$0	\$0	\$0	\$0
26. Total Project Costs:	\$10,482,796	\$2,128,532	\$12,611,328	\$800,051	\$5,147,164

¹ Library means that portion of the project that provides space for the delivery and support of public library direct services, including joint use school library services (co-location or joint venture).

² "Other" uses means any other space that does not provide for the delivery and support of public library direct services.

Sources of Multipurpose Project Revenue *(Multipurpose Projects Only)*

27. State Matching Funds (65% of Line 26 Eligible Costs ¹)	>	<u>\$ 8,197,363</u>
28. Local Matching Funds	>	<u>\$ 4,413,965</u>
<i>[Column C, Line 26 minus Line 27. Must also equal the total of Lines 29 – 33]</i>		

Sources of Local Matching Funds:

29. City	>	<u>\$ 4,413,965</u>
30. County	>	<u>\$ 0</u>
31. Special District	>	<u>\$ 0</u>
32. Private	>	<u>\$ 0</u>
33. Other (Specify):	>	<u>\$ 0</u>
34. Local Credits [Land g and A&E Fees]	>	<u>\$ 1,742,001</u>
35. Adjusted Local Match [Line 28 minus Line 34]	>	<u>\$ 2,671,964</u>
36. Supplemental Local Funds]	>	<u>\$ 5,947,215</u>
<i>(Same as Line 26 Library (D) and Other (E) Total Ineligible)</i>		
37. TOTAL PROJECT INCOME: [Add Lines 27, 28, and 36]	>	<u>\$ 18,558,543</u>

¹ Up to a maximum of \$20,000,000² Land credit is not allowed for land acquired by funds from the "Class Size Reduction Kindergarten-University Public Education Facilities Bond Act of 1998"
[See Education Code section 19995 (c) which references Part 68 (commencing with section 100400 of the Education Code)]**Projected Library Operating Budget** *(Multipurpose New Construction and Conversion Projects Only)*

<u>EXPENDITURES</u>		<u>INITIAL START-UP EXPENSES</u>	<u>ANNUAL EXPENSES</u>
1. Salaries/Benefits	>	<u>\$0</u>	<u>\$800,000</u>
2. Facilities Costs	>	<u>\$0</u>	<u>\$100,000</u>
Insurance			
Maintenance (Including Custodial, Trash, Landscaping, etc.)			
Security			
Utilities			
Other (Specify):			
3. Equipment & Supplies Costs	>	<u>\$0</u>	<u>\$100,000</u>
Equipment			
Supplies			
4. Materials	>	<u>\$400,000</u>	<u>\$120,000</u>
Books, AV, Magazines, & Newspapers			
Electronic Services & Subscriptions			
Other Formats			
5. Other Allocations (As applicable to the proposed project)	>	<u>\$0</u>	<u>\$100,000</u>
Administrative/Business Office			
Branch Operations			
Circulation Services			
Facilities & Capital Coordination			
Program Planning			
Technical Services			
Other (Specify):			
6. Miscellaneous (Other)	>	<u>\$0</u>	<u>\$30,000</u>
7. TOTAL EXPENDITURES:	>	<u>\$400,000</u>	<u>\$1,250,000</u>

Financial Capacity *(New Construction and Conversion Projects Only)*

Applicants with new public library projects shall describe their financial capacity to open and maintain operation of the proposed library including anticipated revenue sources for library operations support.

The City of Calabasas 2002-2004 Budget is the fourth multi-year budget to be presented for the City of Calabasas. Each of these budgets has received professional acclaim from the California Society of Municipal Finance Officers. In addition, the City has been recognized for excellence in its financial reporting by the Governmental Finance Officer's Association. Calabasas City Councils have been wise to insist that a "big picture, multi-year" financial perspective be maintained for the City.

The City finds departmental performance objectives and major capital projects are also more realistically controlled on a multi-year basis. The process reduces unnecessary administrative burdens and focuses City resources on producing measurable services to the community. The City appropriates General Funds one fiscal year at a time. A review is conducted at the 6 month point in the first year of a multi-year budget to assess the budget. The review allows adjustments to be made, as necessary, to ensure that assumptions made for the second year of the multi-year budget are still valid before any funds are appropriated for the second year.

The bottom line for the City of Calabasas' financial operations is that City General Fund revenues and expenditures have been balanced on an annual basis since incorporation without the use of beginning balances or carryover funds. This is an extraordinary testament to the success of the Calabasas' financial management. As a result, the City has a General Fund (unrestricted) balance of \$13.4 million as of 6/30/01 (audited). This amounts to over 100% of annual General Fund operating expenditures. The primary revenue sources include Sales, Property, and Utility User Taxes.

In addition, the current Library Fund has an audited fund balance of \$891,211 as of 6/30/01. Property Tax is the major source of revenue for this fund, and there is a current fund balance of over \$1,018,335 as of 6/30/02. These funds will be used to open the new Public Library. The City anticipates using a combination of Property Tax revenues and General Funds to operate the new City of Calabasas Public Library. Continued innovative financial accounting and planning will enable the City to successfully operate the Public Library. Therefore, the City has great faith it will continue to be able to balance future budgets, as it has balanced budgets in the past.

PROJECT TIMETABLE

Provide the timetable for the proposed project.

Show estimated dates of completion for future activities, as well as actual dates for activities already completed.

<u>ACTIVITY</u>	<u>DATE</u>
1. Planning and Land Use Permits Obtained (If Applicable)	> <u>March 2004</u>
2. Site Acquired (Obtain possession by Purchase, Donation or Lease)	> <u>February 1999</u>
3. Schematic Plans Completion	> <u>November 2004</u>
4. Design Development Plans Completion	> <u>March 2004</u>
5. Working Drawings (90%) Completion	> <u>August 2004</u>
6. Construction Documents Completion	> <u>September 2004</u>
7. Project Advertised for Bids	> <u>October 2004</u>
8. Start of Construction	> <u>December 2004</u>
9. Estimated Mid-Point of Construction	> <u>September 2005</u>
10. Completion of Construction	> <u>May 2006</u>
11. Opening of Library Building to the Public	> <u>June 2006</u>
12. Final Fiscal & Program Compliance Review Completed	> <u>July 2006</u>

APPLICATION CERTIFICATION

SIGNATURES

The parties below attest to and certify the accuracy and truthfulness of the application for California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2000 funds. If the application is successful, the applicant agrees to execute the project on the basis of the application data provided herein including all supporting documents.

AUTHORIZED OFFICIAL OF THE APPLICANT JURISDICTION

Signature of Mayor, Chairperson of Board of Supervisors, or Head of District, authorized to make application for the local jurisdiction.

> _____
Signature

> March 19, 2003
Date

> Lesley Devine
Name (type)

> City of Calabasas - Mayor
Title (type)

LIBRARY DIRECTOR OF THE OPERATING LIBRARY JURISDICTION

I hereby affirm that the library jurisdiction, for which I am the administrative agent, approves of the application and will operate the facility as a public library after its completion.

> _____
Signature

> March 19, 2003
Date

> Barbara Lockwood
Name (type)

> Library Director
Title (type)

- ***SUBMIT COMPLETED APPLICATION FORM AND SUPPORTING DOCUMENTS ACCORDING TO INSTRUCTIONS IN SECTION 20440***
- ***MAIL APPLICATION AND SUPPORTING DOCUMENTS TO:***

***Bond Act Fiscal Officer
Office of Library Construction
1029 J Street, Suite 400
Sacramento, CA 95814-2825***